

**\*TREA Declass/Release Instructions On File\***

TREASURY DEPARTMENT  
Approved For Release 2001/08/24 : CIA-RDP57-00384R001000100002-0  
WASHINGTON

Division of Deposits  
GLSA #4

September 15, 1939

TO THE HEADS OF THE EXECUTIVE DEPARTMENTS, INDEPENDENT ESTABLISHMENTS, AGENCIES AND WHOLLY OWNED CORPORATIONS OF THE UNITED STATES AND OFFICERS AND EMPLOYEES THEREOF WHILE ACTING IN THEIR OFFICIAL CAPACITY:

Attention is directed to Section 3 (b) of the Government Losses in Shipment Act, approved July 8, 1937, (50 Stat. 479) as amended by Public No. 378, 76th Congress, First Session, approved August 10, 1939, which reads as follows:

"3(b). The Secretary of the Treasury is hereby authorized to execute and deliver, on behalf of the United States, such binding agreements of indemnity as he may deem necessary and proper to enable the United States to obtain the replacement of any instrument or document received by the United States or any agent of the United States in his official capacity which, after having been so received, became lost, destroyed, or so mutilated as to impair its value: Provided, however, That no such agreement of indemnity shall operate to obligate the United States in any case in which the obligee named therein makes any payment or delivery not required by law on the original of the instrument or document covered thereby. The fund shall be available for the payment of any obligation arising out of any agreement executed by the Secretary of the Treasury under this section."

The following procedure should be effected in connection with any instrument or document covered by the foregoing amendment:

1. Immediately upon discovery of the loss, destruction or mutilation, payment of or delivery on the original instrument or document should be stopped.
2. Every effort should be made to obtain replacement of the instrument or document without the execution of an agreement of indemnity.
3. In the event it is not possible to obtain replacement without giving an agreement of indemnity, the case should be transmitted to the Treasury Department, for attention of the Division of Deposits, together with the following data:
  - (a) Certified copies of all correspondence relating to the loss and effort to obtain replacement;
  - (b) Statement clearly demonstrating the necessity for replacing the instrument or document, and
  - (c) Recommendation of the administrative head of the executive department, independent establishment, agency, or wholly owned corporation of the United States, that the Secretary execute and deliver an agreement of indemnity.

The Secretary will take such action in regard to the execution and delivery of the agreement of indemnity as he may deem necessary and proper.

By direction of the Secretary:

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Assistant to the Secretary.